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MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE

#017

September 18, 2009

Present: R. Boody, S. Coon, J. Fecik, J. Gerrath, B. Hawbaker, W. Hoofnagle, J. Li, P. Mackay, J. Marshall, F. Thompson, D. Wallace

Alternates: D. Cyphert/A. Mitra

Absent: M. Beall

Guests: F. Abraham, C. Bauman, M. Wartick

The meeting was called to order by Chair Shoshanna Coon at 3:05 p.m. in Lang 115.

I. Introduction and Announcements

Chair Coon welcomed all present, and members and guests introduced themselves.

II. Approval of Minutes

Chair Coon asked members to review GCCC Minutes #016, September 11, 2009.

Gerrath moved, Hoofnagle seconded to approve minutes. Question was called on motion to approve. Motion carried and minutes were approved.

III. Discussion of Draft Recommendation to the UCC On Graduate Credit as a Senior

Chair Coon stated she had exchanged several emails and phone conversations with University Registrar Philip Patton as regards his concerns with how early admission/accelerated program statements are conveyed relative to Graduate Credit as a Senior policy.

Chair Coon stated University Registrar Patton strongly expressed:

- ▶ once given graduate credit, always remains graduate credit (student did graduate level work)
- ▶ student paid graduate tuition for the course(s)
- ▶ transcript needs to have accurate representation of the student's record at a given point in time; a transcript is the record of a student's work, not degree

Chair Coon distributed a draft recommendation on Graduate Credit as a Senior for GCCC discussion. She indicated she hoped to move this forward as follows:

1. Review, discussion, revisions, and approval by the GCCC
2. Review by the Council of Academic Department Heads and also Graduate Coordinators
3. If any changes, back to the GCCC for review and vote by the GCCC
3. Review and approval by the Graduate Council
4. Forward to the UCC for review. If approved, the UCC will have the responsibility to bring the policy to the Faculty Senate, since it essentially is a policy which applies to undergraduates.

Chair Coon indicated that in this draft, three main criteria need to exist without requiring extraordinary approvals:

- ▶ Student must have senior standing
- ▶ Student must be earning 1st Bachelor's degree
- ▶ Student must have a cumulative GPA of 3.00 or higher

Chair Coon began the discussion of the draft document, and specifically indicated to members wording that was retained from the original policy, wording that changed or was added (in bold), and wording to be deleted.

In the discussion, the following points were addressed:

- ▶ Students who are pursuing a 2nd bachelors are not part of this policy, since after the first bachelor's degree is conferred each student has the **choice** to be an undergraduate rather than a graduate.
- ▶ Courses approved for graduate credit cannot count for both undergraduate and graduate credit. Courses approved as graduate credit as a senior are designated with a "&" symbol, and those course hours and course grade/GPA are then excluded from the undergraduate degree hours and GPA. Tuition is also adjusted to assess graduate tuition/fees for those courses.
- ▶ A student can **apply** for retroactive graduate credit but must be graduate status when the request is made; instructors in **all** courses must confirm that the student did graduate work in their course that semester (if one instructor indicates no or cannot confirm, then graduate credit cannot be applied); and when/if graduate credit is granted through all required approvals, retroactive graduate tuition and fees will be assessed.

As a result of the discussion, a few modifications were made to the draft. (Final draft with modifications attached.)

Fecik moved, Hoofnagle seconded to approve the recommendation of GCCC to the UCC regarding graduate credit as a senior as amended, and to move the recommendation forward for review by the Council of Academic Department Heads and Graduate program coordinators. Question was called on the motion. Motion carried.

Chair Coon stated she would move this recommendation forward to the Council of Academic Department Heads and Graduate program coordinators.

IV. Review of Curriculum Review Procedures

Chair Coon stated College curriculum packets would be reviewed by department as follows: Motion to approve the specified department, a second to that motion, discussion, and vote.

Chair Coon reminded members that discussion will be limited to evaluation of university-wide impact and compliance with curriculum policies and procedures.

Chair Coon stated she had been asked by University Registrar Patton to remind departments of university impact and resources as they propose courses.

[As an editorial note, the following are University Registrar Patton's comments excerpted from UCC Minutes September 16, 2009 as regards course proposals.]

[University Registrar Patton stated he would be posing the following two questions to **each** department as their curriculum proposals came forward for approval:

- 1) If changing the title, the description and the prerequisite for a course, how is that not a **new** course? A response similar to "we are updating to new content or technology" is not likely expansive enough, since the course number and, therefore the graduation requirement, have not changed which causes the two versions of the course to be considered the same.
- 2) Do you have any required courses which have waiting lists, or all students desiring to register for a required course cannot do so because of limited seating? If so, explain how you can add a new course when you are not meeting the needs of students in required courses. Does adding this new course not further limit your ability to meet the demand in required courses?

University Registrar Patton stated that in the existing budgetary climate there is an expectation of zero balance between drop and added courses, and a need to be attentive to appropriately servicing our students in their progress toward degree. Patton stated that the above questions are ones in which the university will need to be able to legitimately respond to students, the Board of Regents, and the Higher Learning Commission (HLC) in the upcoming accreditation process.]

V. Review of College of Business Curriculum Packet (Graduate)

Chair Coon asked Dale Cyphert to present the College of Business graduate curriculum packet.

Cyphert moved, Li seconded to approve the College of Business Administration graduate curriculum packet. It was the consensus of members that there be a separate motion/vote to approve each department.

A. Accounting Department

Cyphert moved, Li seconded to approve Accounting Department graduate curriculum packet.

Cyphert separated and summarized pertinent graduate curriculum questions/issues within the Department of Accounting curriculum packet, and motions, discussion, and voting was as follows:

- ▶ 150:201 *Business Law for the Professional* (changing number to **120:201**)
- ▶ 120:262 *Managerial Accounting* (change prerequisites)

M. Wartick stated *Business Law for the Professional* is part of Accounting core curriculum and Accounting Department felt it was more appropriate for this course to be moved to Accounting. Wartick indicated the prerequisite change to *Managerial Accounting* was approved two years ago, and is in packet as a housekeeping issue for catalog purposes. Members expressed no other questions/concerns with the above courses.

- ▶ Master of Accounting Degree (restatement of MAcc Degree)

Li questioned if a student is a UNI graduate, why they would be required to take the TOEFL given the financial costs incurred for the TOEFL test.

Bauman responded UNI's undergraduate admission requirement for TOEFL is 550. She stated the increase in minimum TOEFL to 600 and the required minimum scores on the GMAT and verbal GMAT ensures consistency in admission requirements for all students, and are based on the fact that reading/writing/speaking skills are so essential to the student's success in the MAcc program. Bauman indicated the increase in these scores is a result of performance indicators, and these scores are also consistent with peer institutions. Bauman further explained that if an international student (and/or individual without English as a first language) received a 600 TOEFL score as an undergraduate, that score would be accepted for admission to the MAcc program. However, if an international student (and/or individual without English as a first language) received less than 600 as an undergraduate or was never required to take the TOEFL, then the TOEFL test must be re-taken/taken until a minimum score of 600 is received. Members expressed no other questions/concerns with the changes to the MAcc program.

- ▶ grading policy for 120 Accounting "No **upper level (100 and above)** accounting courses may be taken on a credit/no credit basis **without written consent of the department head or director of the MAcc** exception 120:169, 120:170, 120:179, and 120:269.

Wartick stated this is targeted primarily for students taking these upper level courses that will be preparing to take the CPA exam. Wartick stated that many of these students already have their degree and, therefore, a significant number choose to take these upper level courses as ungraded credit. Wartick stated the lack of pressure that comes with taking a course ungraded credit has been found to negatively affect the performance of those students taking it ungraded credit. Wartick commented the performance of those students taking it ungraded credit ultimately can affect the performance of other students in that class who are taking it for graded credit. The Accounting Department is proposing the above change in an effort to "plug the latest loophole". Members expressed no other questions/concerns with the above proposed grading policy.

Question was called on the motion to approve. **Motion carried and Department of Accounting graduate curriculum was approved.**

B. Economics Department

Cyphert moved, Li seconded to approve Economics Department graduate curriculum packet.

Cyphert separated and summarized pertinent graduate curriculum questions/issues within the Department of Economics curriculum packet, and motions, discussion, and voting was as follows:

► 920:1xx[131] *Sports Economics* (new course)

F. Abraham stated this course should have a "g" designation, and when it was proposed through the curriculum approval process justification was provided as a proposed 100g-level course. Members reviewed the course proposal Form D and confirmed an explanation under Item 3a, 3b, and 3c relative to 100g/200/300-level courses had been completed as if it were being proposed as a 100g-level course.

J. Marshall indicated the Library had not been consulted regarding this new course, but now that it was a 100g-level course would need to check further with Kate Martin on library consultation.

F. Thompson indicated a revised Form D should be prepared and submitted through the approval process. He then suggested the GCCC could approve this course subject to completion of a new form and approvals, and consultation with the library. Members concurred and Cyphert and Li agreed to amending their original motion to reflect that.

Pertaining to University Registrar Patton's questions/concerns, Chair Coon noted course 920:131g *Sports Economics* is indicated as being offered *variable*, and asked if the department does not have the resources to predict that it will be offered Fall and Spring, how will the department predict for students when this course can be offered toward their degree.

Abraham responded this is an elective course taken by MBA students. The department's objective is that all elective courses are offered at least every four semesters (every two years), but the department cannot guarantee whether it will be in Fall or Spring during that two years and so the *variable* designation provides flexibility between those semesters. Abraham also stated there are two Economics courses which will be dropped from the catalog as seldom/never offered courses.

Cyphert stated having upper level elective courses in a two year rotation keeps electives fresh for students and provides a unique opportunity to offer courses you won't see at other universities.

► 920:260 *Managerial Economics* (change prerequisites)

Coon indicated it seemed unusual to have only "920:024 and consent of MBA Director" as prerequisites. Some members indicated that programs in their departments also sometimes only have admission to the program as the prerequisite. Members expressed no questions/concerns regarding this course.

Question was called on the amended motion to approve the Economics Department graduate curriculum packet, pending completion of a new form, approvals, and consultation with the library for new course 920:1xx[131g] *Sports Economics* and no outstanding objections. Motion carried and Economics Department graduate curriculum packet was approved pending confirmation regarding course 920:1xx[131g]. F. Abraham will report back to GCCC.

C. Management Department

Cyphert moved, Li seconded to approve Management Department graduate curriculum packet.

Cyphert separated and summarized pertinent graduate curriculum questions/issues within the Department of Management curriculum packet, and motions, discussion, and voting was as follows:

- ▶ 150:168g *Compensation and Benefits* (change prerequisites)

Cyphert stated this change reflected a corequisite being changed to a prerequisite. She indicated 150:166g is now only offered in the Fall and 150:168g in the Spring because department doesn't have resources to offer 150:166g as a corequisite with 150:168g. Members expressed no further questions/concerns regarding this course.

Question was called on the motion to approve. **Motion carried and Department of Management graduate curriculum was approved.**

Question was called on the motion to approve the College of Business graduate curriculum packet as amended, and pending completion of new form, approvals, and consultation with the library for new course 920:1xx[131g] *Sports Economics* and no outstanding objections. Motion carried.

VI. Discussion Regarding Chair of GCCC

Chair Coon referred members to her 9/18/2009 email in which she quotes a drafted statement from Graduate Council meeting 3/24/2005 in which the drafted statement "proposes the committee be comprised of nine voting members: one elected from each academic college and the Rod Library faculty, the joint UCC-GCCC faculty representative, and two voting members appointed by the Graduate Council, one to serve as chair, and the other to serve as chair-elect."

Coon stated it had been indicated to her that the Associate Dean of the Graduate College served as Chair of the GCCC, and according to the above excerpted minutes it should instead be one of the appointed Graduate Council members on the GCCC (J. Fecik or F. Thompson). She asked members how they wished to proceed.

Thompson suggested that, given the Chair's full agenda/responsibilities with curriculum and quick turnaround needed at this point in the semester, that the GCCC ask for approval from the Graduate Council to continue with current practice at this time. Members concurred and Coon will ask Sue Joseph to place on the agenda for the next Graduate Council meeting Thursday September 24.

VII. Curricular Items **Tabled/Postponed/Pending/Deferred**

(Originally discussed at September 18 meeting)

Economics Department

[Department graduate curriculum packet approved pending completion of a new form, approvals, and consultation with the library for new course 920:1xx[131g] *Sports Economics* and no outstanding objections. F. Abraham will report back to GCCC when completed.]

Chair Coon announced the next meeting will be Friday, **September 25, 3:00 p.m., Lang 115**, at which time the **College of Social and Behavioral Sciences** graduate curriculum packet will be reviewed.

Thompson moved, Hoofnagle seconded to adjourn. Motion carried and meeting adjourned at 4:30 p.m.

Respectfully submitted,
Diane Wallace, GCCC secretary

dmw

cc: GCCC and Alternates
UCC and Alternates
Guests